

**AZ NG REG 20-3**

**Retention and Separation Policy  
for Members of the  
Army and Air National Guard**

Headquarters  
State Area Command  
AZ National Guard  
Phoenix, Az 85008-3495  
19 January 2000

**UNCLASSIFIED**

State of Arizona  
Department of Emergency and Military Affairs  
Arizona National Guard  
Phoenix, Arizona 850008-3495  
19 January, 2000

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**RETENTION AND SEPARATION POLICY FOR MEMBERS OF THE ARMY  
AND AIR NATIONAL GUARD**

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**History.** This regulation supersedes AZNG REG 20-3 dated 3 February, 1998.

**Summary.** This regulation provides uniform policies and procedures governing the retention and separation of members of the Army and Air National Guard.

**Applicability.** This regulation applies to all military personnel of the Arizona National Guard.

**Supplementation.** Supplementation of this regulation is prohibited without prior approval from the office of the Adjutant General.

**Interim changes.** The proponent of this regulation is the Adjutant General. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms), directly to the Adjutant General, State of Arizona, ATTN: Mr. Michael E. Virgin, 5636 E. McDowell Road, Phoenix, AZ 85008-3495.

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## **Chapter 1**

### **1.0 Definitions**

- 1.0** National Guard of Arizona means Army and Air Commissioned Officers, Warrant Officers and enlisted personnel who are members of the States federally recognized units.
- 1.2** The Adjutant General means the person described in Arizona Revised Statutes (A.R.S.) 26-101.
- 1.3** Commissioned Officer means a person commissioned by proper authority to hold a grade beginning with Second Lieutenant through the grade of General.
- 1.4** Warrant Officer means a person appointed by proper authority to hold a grade of Warrant Officer 1 through grade Master Warrant 5.
- 1.5** Designated Representative means the officer holding the position designated by The Adjutant General as having responsibility for all members within their respective services in the National Guard of Arizona.
- 1.6** Enlisted Personnel means a person enlisted and holding a pay grade between E-1 and E-9.
- 1.7** Technician means a full-time civilian employee of the National Guard of Arizona whose salary is paid in full directly by the Federal government or the State and whose position requires military membership.
- 1.8** Creditable Years of Service means satisfactory years of assignment in any component of the Armed Forces of the United States.
- 1.9** Notice of Appointment means a notification to a member of the National Guard of Arizona of an appointment for a term of not less than one month or more than two years.

## **Chapter 2**

### **2.1 Policy and Procedure**

- 2.1** All members of the National Guard of Arizona who have twenty creditable years of service for retirement serve at the pleasure of The Adjutant General and may be issued a Notice of Appointment authorizing further continued service.
- 2.2** Consistent with the regulations of their respective service, members of the National Guard of Arizona who have twenty creditable years of service for retirement shall be separated from state service upon the expiration of any issued Notice of Appointment unless a new Notice of Appointment is timely issued.

2.3 Commissioned officers who have not attained the rank of Brigadier General or higher and Warrant Officers, normally shall not be given a Notice of Appointment beyond age 55. Technicians who are officers in a grade above Captain and Warrant Officers who are otherwise qualified and reach age 55 may be given a Notice of Appointment for the necessary period of service to qualify for an immediate annuity. No such extension for commissioned officers shall exceed age 60 and must be consistent with the requirements of the Reserve Officer Personnel Management Act. No extension for warrant officers shall exceed age 62.

2.4 To the extent permitted by law, AGR personnel who have at least 20 creditable years of service toward a reserve retirement and between eighteen and twenty years of active federal service toward an active duty retirement shall be retained until twenty years of active federal service has been attained. Nothing in this paragraph precludes the removal of an AGR member for cause.

2.5 Enlisted personnel shall not normally be granted a Notice of Appointment beyond age 60.

2.6 A Notice of Appointment shall be for a term of not less than one month nor more than 2 years. The Adjutant General may extend any existing notice of appointment as required. However, if the proposed extension is likely to exceed thirty days, a new Notice of Appointment should be issued.

2.7 Unless otherwise prohibited by this Article, a new Notice of Appointment may be tendered prior to, or upon the expiration of, an existing Notice of Appointment and may be for a longer or shorter period of time as the original Notice of Appointment. A member shall be separated from the National Guard of Arizona upon the expiration date of the member's Notice of Appointment unless a new Notice of Appointment is tendered to the member prior to that expiration date.

2.8 The Adjutant General may delegate to a designated representative all or part of his authority under this Article to tender Notices of Appointment. Such delegation shall be in writing and may be withdrawn by The Adjutant General at any time.

### Chapter 3

3.0 No Vested Rights. This Article at any time may be repealed in its entirety and at any time or times may be amended in any manner without violating any vested right of any person and without giving rise in any person to any claim for any kind of relief. In the event of any such repeal, The Adjutant General properly may act as if this Article never existed; and, in the event of any such amendment, he properly may act as if the Article always stated what it states after the amendment.

By virtue of the authority vested in me by A.R.S. Section 26-115A, and as Governor of the State of Arizona, I hereby approve Arizona National Guard Regulation 20-3.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

A handwritten signature in cursive script, reading "Jane K. Hull".

GOVERNOR

DONE at the Capitol in Phoenix on this 31 day of January  
in the Year of Our Lord Two Thousand.

DISTRIBUTION: A